

## ***Illinois Valley Regional Dispatch Board***

LaSalle, Peru, Oglesby & Mendota ETSBs

Meeting Minutes

September 29, 2020

### **CALL TO ORDER**

The meeting was held Tuesday, September 29, 2020 at the Peru Municipal Building, 1901 4<sup>th</sup> Street, Peru, Illinois. Chairman Andy Bacidore called the meeting to order at 10:00 a.m.

### **ROLL CALL**

Voting & Quorum Members Present:

Doug Bernabei, Jason Curran, John Duncan, Brian Fisher, Jeff Grove, Joe Hogan, Jeff King, Dominic Rivara, Scott Samolinski, Vice Chairman Greg Kellen, Chairman Andy Bacidore. Absent: David Boelk (Hunt), Scott Harl, Doug Hayse, Ron Popurella, Dennis Rutishauser.

Non-Voting Members Present: City of Spring Valley, Village of Leland

Jeff Grove made a motion to go out of agenda order and proceed to Building & Grounds Committee discussion. Dominic Rivara seconded the motion. All in favor; motion carried.

### **BUILDING & GROUNDS COMMITTEE**

John Duncan provided an update on the IVRD member cities' review of the proposed lease agreement with the City of Peru for the Peru Police Department building as the future IVRD site. The lease was tweaked after a review by the LaSalle city attorney and the IVRD attorney. Terms include an initial five-year lease, with the option of seven successive five-year renewals, for a total of up to 40 years. Annual rent is \$10.00 per year. Doug Bernabei and Jeff King said as employees of the City of Peru, they would abstain on voting to approve the lease agreement.

Jeff Grove made a motion to approve and authorize the execution of an intergovernmental agreement to lease municipal property by and between the City of Peru, Illinois and the Illinois Valley Regional Dispatch Center. Dominic Rivara seconded the motion. Melissa Carruthers called the roll with Curran, Duncan, Fisher, Grove, Hogan, Rivara, Samolinski, Kellen and Bacidore voting aye; Doug Bernabei and Jeff King abstaining; Boelk (Hunt), Harl, Hayse, Popurella and Rutishauser absent; motion carried.

John Duncan stated it was recommended member cities also return to their respective city councils to receive approval on the lease agreement.

John Duncan reported KTJ provided a legal opinion that IVRD would be within its legal rights to hire Kmetz Architects, Inc., which is the firm that created the initial remodeled IVRD floor plan of the Peru Police Department building. John Duncan reported the Building & Grounds Committee is seeking permission to retain Kmetz for architectural design work and then will vote on the scope of services and cost estimates at the next IVRD meeting. John Duncan made a motion to retain Kmetz Architects, Inc. for architectural and design work of 1503 4<sup>th</sup> Street. Doug Bernabei seconded the motion. Melissa Carruthers called the roll with Bernabei, Curran, Duncan, Fisher, Grove, Hogan, King, Rivara, Samolinski, Kellen and Bacidore voting aye; Boelk (Hunt), Harl, Hayse, Popurella and Rutishauser absent; motion carried.

### **MINUTES**

Chairman Bacidore presented the minutes of the IVRD meeting of August 25, 2020. Jeff Grove made a motion that the minutes be received and placed on file. Jeff King seconded the motion. All in favor; motion carried.

### **PUBLIC FORUM (CITIZEN COMMENT)**

None

### **COMMUNICATIONS**

None

## **COMMITTEE REPORTS**

### **FIRE/EMS OPERATIONS COMMITTEE**

PSAP Manager Fisher reported a joint meeting between the Fire/EMS Operations Committee and the Law Enforcement Operations Committee will take place at 6:30 p.m., October 15<sup>th</sup> at the Oglesby Fire Station.

### **LAW ENFORCEMENT OPERATIONS COMMITTEE**

Board members commended Commander Scott Samolinski on his service upon hearing he will be retiring from the LaSalle Police Department.

### **PERSONNEL UPDATE**

PSAP Manager Fisher reported interviews for part-time TC positions, with the possible potential for full-time, will be conducted on October 12<sup>th</sup>.

### **LABOR MANAGEMENT COMMITTEE**

None

### **IVRD PSAP MANAGER REPORT**

PSAP Manager Fisher provided a progress report on projects she has been working on in preparation of the move toward a new site location. IVRD should house as many of the host systems as possible at the new site location.

PSAP Manager Fisher and Doug Bernabei reminded members and associate members once IVRD has upgraded to the digital system, they will have the ability to connect to the Eventide recorder housed at IVRD, with access to each respective member's phone and radio recordings. Per Jim at SRC, the system is still on backorder.

PSAP Manager Fisher provided an update on IVRD's progress on becoming a LEADS Connection Host. Currently, IVRD accesses LEADS through the Peru Police Department, which will not be ideal once the police move out of the building. IVRD is working toward getting the existing circuits switched into IVRD's name, which has a potential cost savings for all the cities. Currently, each city is paying about \$4,000-\$5,000 per year. Once the circuits are switched, IVRD would pay the monthly fee of about \$300/month, which all five agencies would then piggyback off IVRD.

PSAP Manager Fisher reported the Peru Police will not be taking the existing server from the building. However, Connecting Point reported the existing server is failing and is recommending IVRD purchase a new server for approximately \$4,000.

PSAP Manager Fisher reported the Peru Police will not be taking the existing security camera system and believes IVRD should have an exterior camera system. There is a possibility of utilizing the current system and adding or replacing cameras as needed.

PSAP Manager Fisher recommended purchasing a new phone voicemail host system for the current phone system to be housed at IVRD. The current system is in the Peru Municipal Building basement, which would be utilized as a back-up system if needed.

PSAP Manager Fisher reported requesting estimates from Central Square to move the two 911 answering points to IVRD. All the 911 lines will come directly into IVRD and not be rerouted through Oglesby, meaning IVRD will have 4 fully functional 911 answering points as well as 2 call taker positions.

PSAP Manager Fisher obtained a cost estimate of \$31,555.85 for a new radio console to be located at the 4<sup>th</sup> work position. An estimate was also requested for upgrades to the current radio consoles, which came in at \$45,238.25, for a total of \$76,794.10.

PSAP Manager Fisher obtained a cost estimate of \$125,000.00 for 4 adjustable consoles with climate control and 2 call taker positions. Under floor wiring, which would be beneficial for moving furniture, has an estimated cost of \$25,000.00.

PSAP Manager Fisher initiated discussion of considering a lead TC position. The lead TC could work during peak call times, and assist with supervisorial duties when the PSAP manager is out. Board members conducted general discussion on hiring additional part-time TC's or a full-time TC.

#### **CHAIRMAN'S REPORT**

None

#### **FINANCIAL REPORT**

Chairman Bacidore presented and reviewed the September financial report. John Duncan made a motion to receive and place the September financial report on file and to approve and pay bills in the usual manner. Brian Fisher seconded the motion. Melissa Carruthers called the roll with Bernabei, Curran, Duncan, Fisher, Grove, Hogan, King, Rivara, Samolinski, Kellen and Bacidore voting aye; Boelk (Hunt), Harl, Hayse, Popurella and Rutishauser absent; motion carried.

#### **ACTIVITY REPORT**

Chairman Bacidore presented and reviewed the August Activity Report. Jeff Grove made a motion to receive and place the August Activity Report on file. John Duncan seconded the motion. All In favor; motion carried.

#### **NEW BUSINESS**

Justin Miller presented and reviewed the IVRD audit report, noting that the audit was presented fairly, which is the result you are looking for. John Duncan made a motion to receive and place the audit on file. Jeff King seconded the motion. Melissa Carruthers called the roll with Bernabei, Curran, Duncan, Fisher, King, Rivara, Samolinski, Kellen and Bacidore voting aye; Boelk (Hunt), Grove, Harl, Hayse, Hogan, Popurella and Rutishauser absent; motion carried.

#### **OLD BUSINESS**

PSAP Manager Fisher reported she requested Earlville attend today's IVRD Board meeting, but they are not present. Earlville has indicated they are in the process of obtaining quotes. Board members conducted general discussion of the letter that was sent to Earlville regarding the ongoing radio issues. Leland Police Chief Jason Bragg reported he is working independently of Earlville and obtaining quotes for Leland. Jason Curran recommended sending another letter to Earlville with a deadline to have the equipment properly functioning. Doug Bernabei stated it is not fair to the TC's that are having to deal with the ongoing Earlville radio issues. The IGA requires adequate communications between IVRD and its member and associate members. Chairman Bacidore stated another letter with a deadline will be sent to Earlville.

#### **PUBLIC FORUM (CITIZEN COMMENTS)**

None

#### **EXECUTIVE (CLOSED) SESSION**

None

#### **SCHEDULE NEXT IVRD MEETING**

The next IVRD meeting will be at 10:00 a.m., Tuesday, October 27, 2020.

#### **ADJOURNMENT**

Brian Fisher made a motion to adjourn the meeting. Jason Curran seconded the motion. All in favor; motion carried. The meeting adjourned at 11:00 a.m.